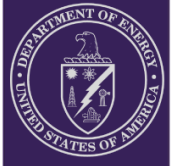# STARS Crosswalk Information

Understanding the STARS Accounting Flexfield (AFF)

All STARS and IDW Users will make use of the new Accounting Flexfield (AFF) string, which is the unique identifier for each transaction in STARS. The AFF string is made up of 11 segments of data relating to different identifiers such as fund type, appropriation year, allottee, program, project etc.

An Accounting Flexfield Tutorial is now available on iLearning. After reviewing this 30 minute tutorial users will be able to:

- Describe the purpose of the AFF String
- Define each of the segments in the AFF String
- Describe the hierarchy of accounts
- Identify the key parent accounts
- Locate the 11 segments in the AFF string
- Describe the purpose of the Descriptive Flexfield (DFF)

What are the STARS Crosswalks?

The Standard Accounting and Reporting Systems (STARS) introduces a new code structure with the Accounting Flexfield (AFF). The AFF contains 11 segments that incorporate DISCAS values. To understand which DISCAS values comprise each STARS AFF segment, please see the table below.

Accounting Flexfield Crosswalk	
Fund	Appropriation / fund type
Appropriation Year	Fiscal year
Allottee	Financial office / recipient of funds allocated by HQ
Reporting Entity	Financial plan / organization within allottee
SGL	Account codes
Object Class	3-position object code / 2-position sub-object code
Program	BNR; budget reference numbers for line items and major items of equipment
Project	ADS number; field work proposals; annual operating plan numbers
WFO	Reimbursable agreement numbers; intra-office work orders; inter-office work orders

Accounting Flexfield Crosswalk	
Local Use	EQU #, GPP #, ERP #, GPE #, cost center breakdowns for project/ program activity
Future	Open for future needs

To see how these segments comprise the STARS Accounting Flexfield please see the following: http://www.cfo.doe.gov/corpsyst/i-manage/STARSAccountingFlexfield.pdf.

DISCAS to STARS Crosswalk Tools

The AFF will be used to identify general ledger accounts in STARS. As DOE transitions from DISCAS to STARS there will be numerous source documents that reference the DISCAS code values. Once STARS is operational users may need to find the old DISCAS values that relate to new STARS values.

Several reports have been created in excel to assist users with mapping the DISCAS code values to STARS values and vice versa. These reports will be updated weekly. Using these crosswalk reports, STARS end users and Program Office Staff will be able to cross reference code values between DISCAS and STARS. These reports will allow users to search based on STARS or DISCAS values by selecting the "find" option under the Edit Menu in Excel. Users can then search for a specific DISCAS or STARS value.

The following crosswalk reports are currently available on the STARS website: http://www.cfo.doe.gov/corpsyst/i-manage/STARSinterfaceDocs.htm

Fund Values
Reporting Entity Values
Allottee Values
Object Class Values
All Work-for-Others Values
All Local Use Values
All Project Values
All B&R to Program Values
SGL

How and when should I use the Crosswalk Reports?

Crsp The crosswalk reports are available to STARS users and Program Office staff now.   As users are working with source documents, these crosswalk reports can be used to identify the appropriate STARS values. This will help to speed entry into STARS.

After STARS is operational, STARS Users and Program Office staff can use these tools to assist them in transitioning to the new code values.

STARS Crosswalk Information
(Continued)

How can I request values be added to STARS

The STARS team understands that there will be times when new values will need to be created. An interim process has been established to address these requests. Each site was asked to designate a single point of contact to coordinate all the requests for their site. Requests should be collected using a specific spreadsheet format. This spreadsheet should then be passed on to your Field CFO who will coordinate with the STARS team to have these values created. Once the needed values have been created a reply will be sent back to the point of contact with the requested information. This function will eventually be passed to EFASC and an updated process will be communicated.

The spreadsheet format for these requests is available at:
http://www.cfo.doe.gov/corpsyst/i-manage/STARSvalueRequest.xls.